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# Ezara Frieder

Assistant Project  
Manager

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## Details

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4167 Eagle St, Birmingham, AL 35242

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## Profile

I am an Assistant Project Manager with over 3 years of experience in the industry. I have worked on a variety of projects, both big and small, and have gained valuable skills and knowledge along the way. I am extremely organized and detail-oriented, which allows me to stay on top of all aspects of a project. I am also excellent at communicating with team members and clients alike, ensuring that everyone is always on the same page. My goal is always to see a project through from start to finish as successfully as possible, making sure that all parties involved are happy with the final result.

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## Employment History

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### Assistant Project Manager at Shaw Construction, AL

Apr 2022 - Present

- Led a team of 4 project coordinators and 2 assistant managers in the development and implementation of 12 successful projects.
- Monitored progress of each project using Gantt charts, timelines, and budget reports; ensured that all deadlines were met within scope.
- Wrote proposals for new clients which resulted in \$2 million worth of new business for the company.
- Negotiated contracts with vendors which saved the company an average of 10% on costs per project.
- Managed communication between client stakeholders and internal teams; provided weekly updates to senior management on status of open projects.

### Project Manager at Brasfield & Gorrie, AL

Sep 2019 - Feb 2022

- Led a team of 5 project managers and 15 analysts in developing a new forecasting model that increased accuracy by 25%.
  - Reduced forecast error by 10% through the development and implementation of innovative statistical methods.
  - Implemented a new project management software system that shortened project completion time by 20%.
  - Trained 50 employees on the use of the new software system.
  - Developed and implemented policies and procedures that reduced customer complaints by 30%.
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## Education

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### Bachelor of Science in Project Management at Auburn University, AL

Aug 2014 - May 2019

I have learned how to manage projects from start to finish, how to work with a team, and how to communicate effectively.

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## Links

[linkedin.com/in/ezarafrieder](https://www.linkedin.com/in/ezarafrieder)